

**LUZERNE
INTERMEDIATE
UNIT #18**

**SECTION: OPERATIONS
TITLE: EMERGENCY PREPAREDNESS
ADOPTED: NOVEMBER 18, 2015**

805.2 Emergency Preparedness	
1. Purpose	<p>The Board recognizes its responsibility to safeguard the health and welfare of Intermediate Unit students and employees. Therefore, the Board shall provide the facilities, equipment and training necessary to minimize the effects of all hazards and emergencies including, but not limited to, natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the Intermediate Unit community.</p>
2. Authority Title 22 Sec. 10.24 35 Pa. C.S.A. Sec. 7701	<p>The Intermediate Unit, in cooperation with the county Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable law and regulations or Intermediate Unit procedures.</p> <p>The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health, the Pennsylvania Department of Education and the Pennsylvania Department of Public Welfare.</p>
SC 1517, 1518 35 Pa. C.S.A. Sec. 7701	<p>The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law and regulations.</p>
3. Delegation of Responsibility	<p>The Executive Director or designee shall collaborate with relevant stakeholders, including parents/guardians, staff, community agencies and first responders, during the development and implementation of the emergency preparedness plan.</p> <p>Intermediate Unit staff shall be trained to assist in implementing the emergency preparedness plan and their respective facility emergency plans.</p> <p>The Executive Director or designee shall implement procedures to notify parents/guardians of the evacuation of students and to alert the entire Intermediate Unit community when necessary.</p>

<p>SC 1517</p>	<p>Annually, by April 10, the Executive Director shall certify that emergency and evacuation drills have been conducted in the manner prescribed by law.</p>
<p>SC 1303-A Title 22 Sec. 10.11</p>	<p>In accordance with state law and regulations, the Executive Director shall execute a memorandum of understanding with each local police department that has jurisdiction over school property of the Intermediate Unit.</p>
<p>4. Guidelines SC 1302.1-A Title 22 Sec. 10.24 35 Pa. C.S.A. Sec. 7701</p>	<p>The emergency preparedness plan shall be maintained in each school building of the Intermediate Unit, be reviewed at least annually, and be modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency, each local police department and each local fire department that have jurisdiction over the school property of the Intermediate Unit. The emergency preparedness plan shall be communicated to students, parents/guardians, the community and other relevant stakeholders.</p>
<p>Title 22 Sec. 10.24</p>	<p>Annually by September 30, the Intermediate Unit shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.</p>
<p>35 Pa. C.S.A. Sec. 7701</p>	<p><u>Continuity of Student Learning/Core Operations</u></p> <p>In the event of an emergency, local, county or state officials may require that the Intermediate Unit facilities be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county or state officials may also utilize Intermediate Unit-owned buses and other transportation vehicles.</p> <p>The Intermediate Unit shall make provisions in the emergency preparedness plan for the continuity of student learning during facility closings or excessive absences. Such alternatives may include Web-based Intermediate Unit instruction or off-site instruction.</p> <p>The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of the emergency preparedness plan.</p> <p><u>Education</u></p> <p>Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.</p> <p>Effective infection control and prevention procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at the Intermediate Unit.</p>

<p>35 Pa. C.S.A. Sec. 7701</p> <p>SC 1517, 1518</p> <p>SC 1517</p>	<p><u>Required Drills</u></p> <p>The Intermediate Unit shall conduct disaster response or emergency preparedness plan drills as intervals required by law and regulations.</p> <p>Fire drills shall be conducted at intervals required by law and regulations.</p> <p>Bus evacuation drills shall be conducted twice a year, in accordance with law.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302.1-A, 1303-A, 1517, 1518</p> <p>State Board of Education Regulations – 22 Pa. Code Sec. 10.11, 10.24</p> <p>Disaster Prevention – 35 Pa. C.S.A. Sec. 7701</p> <p>Board Policy - 810</p>
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